

To: Alice Yeh/R2/USEPA/US@EPA[]
From: "Rich, Damon"
Sent: Mon 5/11/2009 7:24:53 PM
Subject: RE: Looking for meeting room in Newark

I've just put in a request for that time for Room B-29 in City Hall, which should accommodate you.

I have a conflict during the first part of the meeting, but will join later.

I'll let you know when the reservation is confirmed.

From: Yeh.Alice@epamail.epa.gov [mailto:Yeh.Alice@epamail.epa.gov]
Sent: Monday, May 11, 2009 12:53 PM
To: Rich, Damon
Subject: Re: Looking for meeting room in Newark

I've talked to a few organizations, thanks to your contacts, but none have big enough rooms that are free of charge. I may need to take you up on your offer of a room at City Hall - is that still possible? (My meeting is June 3 from 1-3pm).

-----"Rich, Damon" <richda@ci.newark.nj.us> wrote: -----

To: Alice Yeh/R2/USEPA/US@EPA
From: "Rich, Damon" <richda@ci.newark.nj.us>
Date: 04/08/2009 01:56PM
Subject: Re: Looking for meeting room in Newark

Hi Alice,

In the past, Rich Andreski, NJ Transit's Director of Operations Coordination & Policy, has been helpful with rooms at NJ Transit headquarters - right on the river.
RAndreski@njtransit.com
(973) 491-7768

I will try to think of other possibilities. At worst, I can try to get you something in City Hall.

Yours,
Damon

----- Original Message -----

From: Yeh.Alice@epamail.epa.gov <Yeh.Alice@epamail.epa.gov>

To: Rich, Damon
Sent: Wed Apr 08 13:46:18 2009
Subject: Looking for meeting room in Newark

Hi Damon! Looks like you have been busy with public meetings lately - heard that they have been well attended, congratulations!

I am looking for a conference room in Newark(preferrably near the Path station) to hold the quarterly Passaic River-Newark Bay Project Delivery Team (PDT) meeting. We used to hold these meetings in the NJTPA conference room at OneNewarkCenter, but we lost our NJDOT contact who had access to the room, so now we have been holding the meetings in NYC. Our stakeholders have expressed a strong preference for going back to Newark for these meetings, and someone suggested I contact you for any suggestions?

We typically have about 30-50 people at these meetings, so I'm not looking for anything big.

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